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FORM NO 9-44

Approved For Release 2001/04/10 : CIA-RDP80-01246A000200110031-5 1 426 1965 DDI - OFFICE OF RESEARCH AND REPORTS PAGE PAGES 330 DELETIONS ORGANIZATIONAL UNIT POSITION CONTROL ORGANIZATIONAL UNIT OCCUPATIONAL CODE POSITION CONTROL
AND NUMBER **S** D DEPARTMENTAL OFFICE OF THE ASSISTANT DIRECTOR
ADMINISTRATIVE STAFF Same as DELETION side Adr. Assistant 08-09 1613 (1) SF Adm Assistant 08-0341.02-09 1613 (1) 48P C 0441ED 25X9A2 Per memorandum request from Chief, Administrative Staff, 0/DD/I, dated 25 March 1965. Current Ceiling 30 22 STAFFING COMPLEMENT TOTALS APPROVAL THE CHANGES LISTED ABOVE ARE HEREBY APPROVED. PLEASE MAKE CHANGES ON OFFICE RECORDS AS NECESSARY Chief, Salary and Wage Division 25X1A9a No change in totals as of 26 March 1965. STAFFING COMPLEMENT CHANGE AUTHORIZATION 25X1A

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8 MAR 1965

MEMORANDUM FOR : Chief, Administrative Staff, Office of the DD/I

SUBJECT : Redesignation of Support Positions

REFERENCE

: Memo dtd 15 Nov 64 to ExDir-Compt and Dep Directors

in DDCI, subj: Staffing Support Positions

1. Agreement has been reached in accordance with the provisions in reference to change the service designation of the following positions in DD/I as indicated:

a. To S (Support)

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	OCR/O/Asst Dir		08-14 08-12
	oce/Admin Stf	Adm Ber Asst	05- 09
	OCR/Admin Stf	Admin Off	GS-12
	OME/O/Asst Dir		GS-15
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	ORR/Admin Stf	Admin Off (DCh)	グワー T4

b. To SF (Finance)	Silver Calabi d	
FOIAb3b1	Budget Off	GS-11
npic/baf	BAF Off (Ch)	GS-1 3
mpic/bap	PAF Off	G8-12
MPIC/BAP	Budget Asst	08- 09
OCR/Admin Stf	BAF Off (Ch)	05-13
OCE/Admin Stf	Budget Off	06-11
OCR/Admin Stf	Finance Asst	GS-09
ORR/Budget	Admin Off	08-12
OHR/Budget	Budget Asst	GE-09
CMR/Budget	Admin Asst	05-09
e. To SL (Logistics)		
mpic/log	Adm Ser Off	06-12
MPIC/Log	Contract Sup Asst	G 6-09
d. To EP (Personnel)		
OCI/Admin Stf	Admin Off	GS-11
FOIAb3b1	Personnel Off	G 5-11
OCR/Admin Stf	Personnel Off	05-12
OCR/Admin Stf	Personnel Off	06-12
ORR/Admin Stf	Personnel Off	G S-12
e. To ST (Training)		
mpic/Support Stf	Trng Off (Ch)	68-1 3
MPIC/Support Stf	Trng Off	06-12
ORR/Admin Stf	Trng Asst	GS- 09

2. Decision has been reserved on five positions identified by the Selary and Wage Division, Office of Personnel as being administrative in nature, since your office has not concurred in changing their service designations. These positions are:

	a. DD/I/Admin Stf	Asst to DD/I-Admin	8G
	b. OCI/O/Asst Dir	IO (Gen) (Ex)	6 6-15
	e. OO/CD/O/Chief	IO (Gen)	66-14
	d. MPIC/Asst for A	dmin Asst for Admin	8 G
FOIAb3b1	e.	Admin Off (Ch)	05-14

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JAMES

3. The Salary and Wage Division, which initiated the survey that resulted in the identification of the positions listed above, also identified positions in certain other categories such as those involving courier functions and activities connected with records administration. We believe that further study of these categories of positions should be made before proposals for redesignation are acted upon-especially since there are within these groups many positions encompassing multiple functions, some of which are not in the administrative area. The Director of Personnel has been requested to initiate a study to determine the appropriate designation of positions in these categories.

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Executive Officer to the Deputy Director for Support

cc: Director of Finance Director of Logistics Director of Personnel Director of Training

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